

# Health and Safety Coordinator

The Research and Productivity Council (RPC) is NB's provincial research organization, a research & technology organization that offers analytical services and applied research. In business since 1962, we serve over 1000 clients annually from our locations in Fredericton and Moncton, New Brunswick. RPC offers a challenging work environment and competitive compensation. For more information about us, visit our website at [www.rpc.ca](http://www.rpc.ca).

Reporting directly to the Chief Operating Officer and based on-site at our Fredericton location, the **Health and Safety Coordinator** will build on RPC's existing safety initiatives by leading efforts to promote and foster the development of a world-class safety culture and by driving ongoing improvement to RPC's health and safety performance.

## Key responsibilities of this position include:

- Providing guidance and support as a subject matter expert on occupational health and safety standards, RPC's safety program, safe work practices, safety management systems, incident investigations, process improvements and various other safety initiatives.
- Maintaining and promoting the health and safety program with an emphasis on compliance, critical hazard identification and risk assessment.
- Developing, coordinating, and delivering health and safety training.
- Coaching and advising employees on matters relating to health and safety.

## The ideal candidate for this position will have:

- Experience in a safety management role in a laboratory environment
- University degree in Science (e.g. biology, chemistry), Engineering (e.g. chemical, environmental) or a closely related field with a minimum of four (4) years of safety-related work experience
  - o **OR** a two (2) year post-secondary diploma in health and safety with a minimum of five (5) years of safety-related work experience
  - o **OR** a one (1) year post-secondary certificate in health and safety with a minimum of six (6) years of safety-related work experience.
- Possession of a certificate in a recognized Health and Safety program
- Possess or be eligible to obtain the Canadian Registered Safety Professional (CRSP) designation as per the Eligibility Guidelines for the CRSP/PSAC Certification.
- Demonstrated leadership skills and a collaborative problem-solving approach
- Advanced proficiency with Microsoft Office Suite
- Knowledge of New Brunswick Occupational Health and Safety Act and Regulations
- Experience in developing, managing and auditing health and safety systems
- Demonstrated ability to maintain confidentiality, exhibit a high level of flexibility and an ability to anticipate and adapt quickly to shifting priorities is essential
- Valid Class 5 driver's license as issued by the Province of New Brunswick
- Written and spoken competence in English

An equivalent combination of education, training and experience may be considered.

Compensation range is \$60,000 to \$80,000 and will be commensurate with education and experience. RPC offers a generous employee benefit plan including a defined benefit pension plan, Top Up for Maternity Leave, Wellness rebates, paid leave, and more.

## APPLY

To apply please send your cover letter and resume to [careers@rpc.ca](mailto:careers@rpc.ca) referencing competition **#HSC0424** on or before **April 26, 2024**.

*Review of applications will begin as soon as possible and will proceed until a suitable candidate is identified. Only those applicants chosen for an interview will be contacted.*

*RPC is committed to the principles of employment equity, diversity and inclusion.*

